

Theme Lead Meeting Notes

June 5, 2018

1-3 ET

Attendees

FGDC Staff

Name	Agency	Role(s)		Name	Agency	Role(s)	
Lorna Schmid	USGS	FGDC OS	✓	James Irvine	USGS	FGDC OS-CS	✓
John Mahoney	USGS	FGDC OS	✓	Robin Hoban	USGS	FGDC OS-CS	✓

Theme Leads

Theme	Name	Agency	Role(s)	Addition or Proxy	
Address	Lynda Liptrap	Census Bureau	TL	Chuck Spicer	✓
Address	Steve Lewis	DOT	TL		
Biodiversity and Ecosystems	Marcia McNiff	USGS	TL		✓
Cadastral		BLM	TL	Leonard Gore	
Climate and Weather	Kari Sheets	NOAA	TL		✓
Cultural Resources	Deidre McCarthy	NPS	TL		✓
Elevation	Ashley Chappell	NOAA	TL		
Elevation	Diane Eldridge	USGS	TL	Gita Urban-Mathieux	
Geodetic Control	Daniel Roman	NOAA	TL		✓
Geology	Paul Godfriaux	BOEM	TL		
Geology	Dave Soller	USGS	TL/DSM		
Governmental Units	Dierdre Bevington-Attardi	Census Bureau	TL	Chuck Spicer	✓
Imagery	John Cullen	USGS	TL		
Imagery	Shirley Hall	USDA	TL		
Land Use - Land Cover	Greg Reams	USFS	TL		
Land Use - Land Cover	[Co-Lead TBD]	USGS	TL		
Real Property	Aluanda Drain	GSA	TL	Amy Nussear	✓
Soils	Drew Kinney	USDA	TL		
Transportation	Raquel Wright	DOT	TL/DSM		
Utilities - Offshore	Jeff Harris	BSEE	TL/DSM		
Utilities - Terrestrial	TBD				
Water - Inland	Megan Lang	FWS	TL		
Water - Inland	Rebecca Anderson	USGS	TL/DSM		
Water - Oceans and Coasts	Patrick Keown	NOAA	TL	Doug Vandergraft	✓

Agenda Topics

Welcome and Introductions

- ❖ Reminder: NGDA Presentation to FGDC Chairman
- ❖ Action Item Review
- ❖ 2017 Theme Report Status
- ❖ NGDA Theme Communities – Next Steps
- ❖ COGO Report Card
- ❖ 2018 NGDA Web Services and Metadata Project
 - ❖ NGDA metadata record findings
- ❖ Proposed Changes to NGDAs
- ❖ NGDA Portfolio Reporting Timeline
- ❖ Open Discussion

Action Items

In Progress Actions	Responsible Party(ies)	Description	Action or Result
Theme Implementation Plan (TIP) Submission	Theme Leads	Theme Leads to submit Theme Implementation Plans by 10/31/17 including 2017 Progress Summary Table.	Past Due: Any Themes that still need to submit a plan should coordinate with Lorna Schmid (ngdateam@fgdc.gov) with questions or an estimated submission date.
Theme Summary Report (TSR)	Theme Leads	Theme Leads to submit review of NGDA Theme Summary Report by 01/12/18 including summary status table of 2017 goals and objectives.	Past Due: Any Themes that still need to submit review should coordinate with Lorna Schmid (ngdateam@fgdc.gov) with questions or estimated submission date. FGDC will seek LMA Reports approval, including the TSR, from CG and Steering Committee in June.
GeoPlatform.gov NGDA Theme Communities Review Process – Functional Requirements and Use Cases	Theme Leads, GeoPlatform Team, NGDA Team	Theme Leads to review and provide feedback on the new GeoPlatform WordPress NGDA Communities. NGDA Team is seeking Theme Community volunteers to help review new WordPress Community sites for current collaboration functionality and make recommendations for additional tools, best practices, and requirements Use Cases.	Actions: <ul style="list-style-type: none">• Lorna will share the Draft Use Case Document with Theme Leads• Send any volunteer names, feedback, exemplars or Use Case suggestions to ngdateam@fgdc.gov.

GeoPlatform.gov NGDA Theme Communities Review Process (continued) – Individual Theme Community Pages and Posted Reports Review	Theme Leads, GeoPlatform Team, NGDA Team	Review general Theme content and posted reports (final TSP, TIP, and TSR) on your respective Theme Community page.	Actions: <ul style="list-style-type: none"> Review migrated Theme Community pages and check that the Theme descriptions and uploaded reports are correct. Send any comments/changes to ngdateam@fgdc.gov. TL may also send any urgent requests for content updates to servicedesk@geoplatform.gov.
NGDA Metadata	Theme Leads, Dataset Managers, NGDA Team	Dataset Managers and Theme Leads to review links to respective NGDA metadata records for accuracy: https://www.fgdc.gov/ngda-reports/NGDA_Datasets.html	Action: Dataset Managers and Theme Leads review linked metadata records for Titles, keywords, web services, data download and metadata formatting. Report any questions or corrections to ngdateam@fgdc.gov .
Proposed NGDA Changes	Dataset Managers and Theme Leads with proposed changes, NGDA Team	Proposed changes to NGDA	Actions: <ul style="list-style-type: none"> Theme Leads please confirm the recommended NGDA changes with the Lead Agencies (see emails sent by Lorna Schmid requesting confirmation). Respond back to Lorna and the NGDA Team once the changes are approved; email to: ngdateam@fgdc.gov. The NGDA Team will send final changes to the CG for approval.
COGO Contact and Status Updates	Theme Leads FGDC OS	COGO Report Card evaluations are in progress or complete for the NGDA Themes. Once a draft report is available from COGO, FGDC and Theme Leads may be able to review and provide feedback prior to publication.	Status: <ul style="list-style-type: none"> COGO Report Card draft evaluations are complete for most Themes, and drafts are anticipated in June-July. Please notify John Mahoney (jmahoney@usgs.gov) and Lorna Schmid (lorna@usgs.gov) with updates on any contact with COGO Teams.
Next Theme Lead Meeting Date Change Doodle Poll	Theme Leads	The next Theme Lead meeting date (July 13) conflicts with the Esri UC that week. Soliciting feedback from Theme Leads on proposed change to the following week in July.	Action: <ul style="list-style-type: none"> Theme Leads look for email with Doodle poll link, and provide preferences for new July meeting date.

NGDA Theme Communities – Lorna Schmid

The Communities sites in GeoPlatform.gov have been migrated to WordPress. Please look through them, and if you have comments or changes for your Theme's site, let us know and we'll work with you to get those finished. Also, we are looking at bulk upload for reports so it will be easy to find reports by Theme, etc.

Leonard – Are you looking for the date for the Theme Implementation Plans (TIP) to be the October 2017 date?

Lorna – Yes, that's correct. The original TIP reporting period was a six-month period, but it was moved to an annual reporting period per the Theme Lead's preference. So, if you have a TIP dated April 2017, it needs to be updated through October 2017. If you need any help with that, reach out to us at ngdateam@fgdc.gov.

We met at the FED User Conference to draft Use Cases, and we'll will get a draft of those out soon. We also asked for volunteers last month to help move the Community sites, and Census Bureau offered. If anyone wants to assist with that process, let us know. We want to develop a uniform look and feel across communities, we want communications to highlight the activities. We're also looking for exemplars that can be highlighted.

COGO Report Card – John Mahoney

We have had discussions with COGO, and they're still working on the report card. We are expecting a draft in June or July. We followed up on Elevation Theme; the last two to be done were Elevation and Geodetic Control. COGO did a survey of users, which will contribute to the Elevation Theme report. They are working to complete the initial draft, and we hope to be able to review and provide comments. We aren't sure yet what the process or timeline will be.

NSDI Strategic Plan – John Mahoney

We are responsible for developing and maintaining an NSDI Strategic Plan (SP). We developed a Framework and are working on the SP. Now that we have a new Chairman in place, we are working to finalize the draft SP by the end of the FY. One key strategic goal is to continue the NGDA Portfolio process. The SP will be at a high level with strategic goals and objectives, followed by a more detailed Implementation Plan after that.

Lorna - We do have a few people working on the NGDA section and we'll be sure to follow up with you when that's available.

John – We will provide regular updates to this group as we move forward to the process.

2018 NGDA Web Services and Metadata Project

The goal is to ensure that metadata is well formed, meets guidelines, and has web service endpoints included to improve access. Please look at the NGDA Dataset list on FGDC.gov

(https://www.fgdc.gov/ngda-reports/NGDA_Datasets.html) and make sure that your metadata is linked and is correct. If you need help with that, please reach out.

As an offshoot of that project, we're also finding out about proposed changes to NGDA Datasets within the Themes. One of those is for Elevation Theme but since the Theme Leads are not here, we'll postpone a decision. As a Theme Coordinator, I want to make sure that we are all looking at proposed changes and if there are datasets are to be retired that there are replacements that meet interagency stakeholder needs. We may not always know who is using the data, so we want to make sure we are meeting user needs. Please refer to the May Theme Lead meeting notes and review the proposed changes. Emails were also sent to Governmental Units, Cadastre, and Imagery about their proposed changes. Please review and confirm those and we will get those to the Coordination Group (CG) for approval.

Leonard – We did get the BLM email changes. In the Cadastre case, we have 16 datasets within the Theme.

Lorna –The point we are trying to make is that we need to be careful when we propose taking datasets out of service, and how that may impact users. If it is not going to be updated, it may still be valuable as a snapshot in time.

NGDA Portfolio Reporting Timeline – Lorna Schmid

We sent a draft email to Ivan DeLoatch for approval of Theme Summary reports. Ivan will send it to the CG, and once approved, the reports will be posted online. Also, we're still working on Lifecycle Maturity Assessment draft report.

Other Updates and Open Discussion – Lorna Schmid

Metadata Working Group (WG) recommendations: ISO metadata standards 19115-1,-2, and -3 will all be endorsed by FGDC. FGDC is retaining CSDGM for digital metadata, and 11915 and ?? will be retained as legacy standards, with the hope that agencies will use the newer standards. The next WG meeting on 13 June will include a presentation on an ISO tool highlighted at the Metadata Forum. If you aren't on the Metadata WG email distribution, send an email to ngdateam@fgdc.gov and request to be added.

Changes to the NGDA inventory or contacts are in progress. Inventory changes have not yet been approved by the CG yet, and we will update you when that happens.

The next TL meeting is planned for July 12 from 1-3, however, that date conflicts with Esri UC, so will consider rescheduling that meeting. We will send out a Doodle poll to TL with options for the following week.

Commented [HR[1]:

Lorna/Jim - Please review this section. I did not see a related slide in the TL meeting version I had, and this information is not posted on FGDC.gov yet.